EBSCOhost Interface

EBSCOhost is the name of the interface that is used to access many of the databases available through NebraskAccess. Some databases use all of the features of the EBSCOhost interface while others only use some of the features. The following chart lists some of the major features of the EBSCOhost interface and shows which databases use these features.

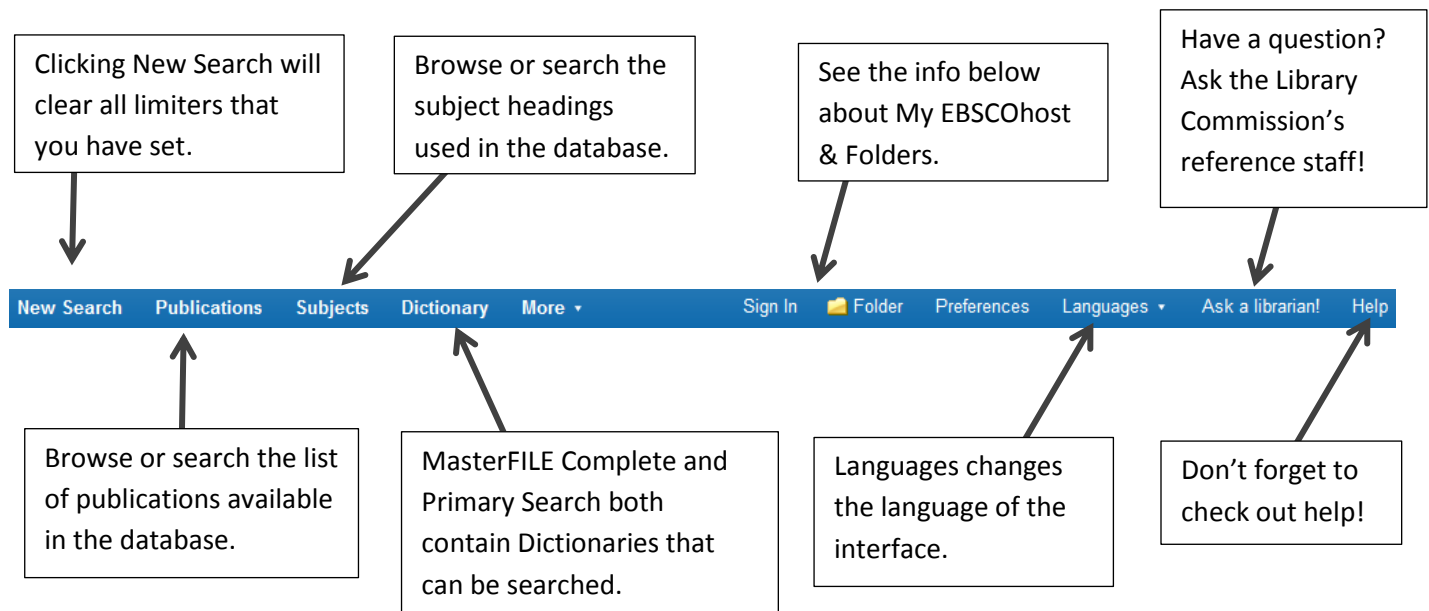|	My EBSCOhost/ Folders	Use Permalinks	Basic Search Screen	Search Results Screen	AP Videos & Related Images	Advanced Search Screen	Mobile Site
Biography Reference Bank	✓	✓	✓	✓		✓	✓
Biography Reference Center	✓	✓					
Consumer Health Complete	✓	✓					
Explora Public	✓	✓		✓	✓	✓	
Explora Primary	✓	✓		✓	✓	✓	
Funk & Wagnalls New World Encyclopedia	✓	✓	✓	✓		✓	✓
Legal Information Reference Center	✓	✓		✓		✓	
MasterFILE Complete	✓	✓	✓	✓	✓	✓	✓
NoveList K-8 Plus	✓	✓					
NoveList Plus	✓	✓					
Points of View Reference Center	✓	✓		✓		✓	
Primary Search	✓	✓	✓	✓	✓	✓	✓
Psychology & Behavioral Sciences Collection	✓	✓	✓	✓		✓	✓
Science & Technology Collection	✓	✓	✓	✓		✓	✓
Small Business Reference Center	✓	✓		✓		✓	

The following databases do NOT use the EBSCOhost interface: FirstSearch, MyHeritage Library Edition, and WorldCat.

📱 As the chart shows some databases offer a Mobile version of the site. When using a mobile device users will automatically be taken to the mobile version. On the Mobile site there is a link at the bottom of the search page to take users to the Full Site. Major differences between the Mobile and Full versions of the site are noted in this handout.
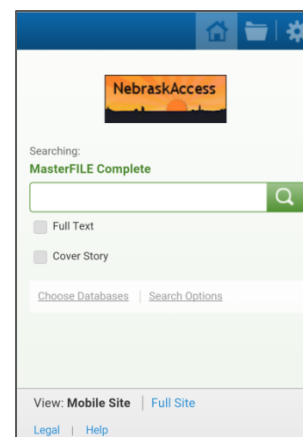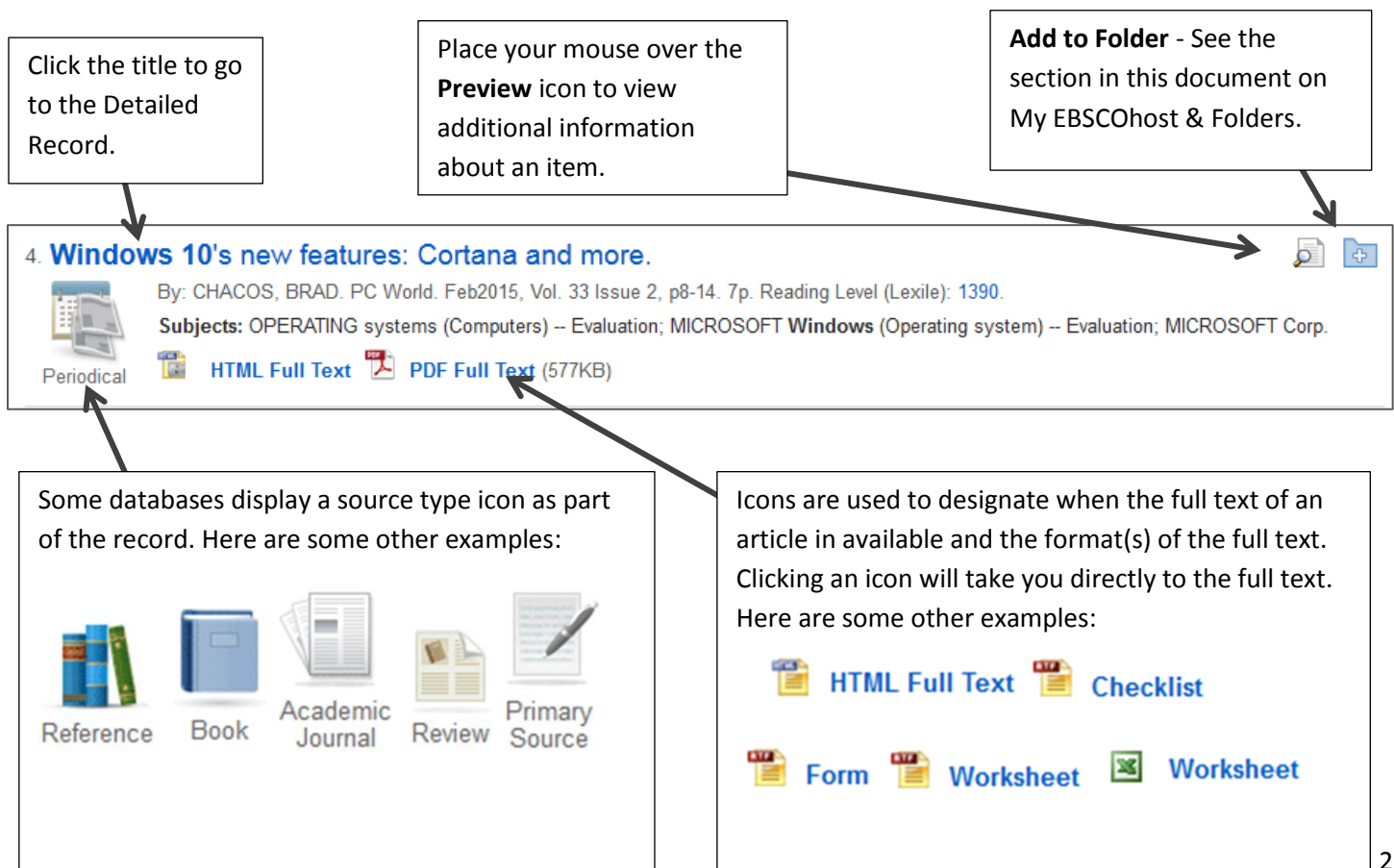
Top Toolbar

Across the top of many of the databases will be a toolbar that provides a variety of options. These options will vary by database.

Clicking New Search will clear all limiters that you have set.

Browse or search the subject headings used in the database.

See the info below about My EBSCOhost & Folders.

Have a question? Ask the Library Commission's reference staff!

New Search Publications Subjects Dictionary More ▾   Sign In 📁 Folder Preferences Languages ▾ Ask a librarian! Help

Browse or search the list of publications available in the database.

MasterFILE Complete and Primary Search both contain Dictionaries that can be searched.

Languages changes the language of the interface.

Don't forget to check out help!

📱 Many of these options are not available in the mobile interface.

Record

Click the title to go to the Detailed Record.

Place your mouse over the **Preview** icon to view additional information about an item.

Add to Folder - See the section in this document on My EBSCOhost & Folders.

4. **Windows 10's new features: Cortana and more.**
   By: CHACOS, BRAD. PC World. Feb2015, Vol. 33 Issue 2, p8-14. 7p. Reading Level (Lexile): 1390.
   Subjects: OPERATING systems (Computers) -- Evaluation; MICROSOFT **Windows** (Operating system) -- Evaluation; MICROSOFT Corp.
   HTML Full Text 📄 **PDF Full Text** (577KB)

Periodical

Some databases display a source type icon as part of the record. Here are some other examples:

Reference Book Academic Journal Review Primary Source

Icons are used to designate when the full text of an article in available and the format(s) of the full text. Clicking an icon will take you directly to the full text. Here are some other examples:

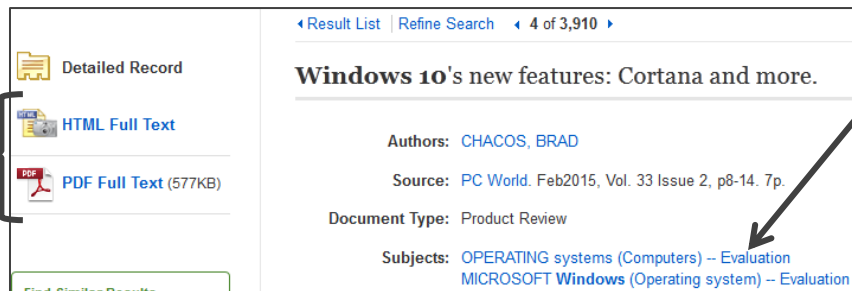**HTML Full Text** **Checklist**

**Form** **Worksheet** **Worksheet**

2

Detailed Record

Icons are used to note when the full text of an article is available and the format(s) of the full text. Click an icon to access the full text.

Some parts of the record are links. For example the subject headings are links. Clicking on one of the subject headings will find other articles that have been assigned that exact same subject heading.

◄ Result List │ Refine Search   ◄ 4 of 3,910 ►

Detailed Record

HTML Full Text

PDF Full Text (577KB)

Find Similar Results

Windows 10's new features: Cortana and more.

Authors: CHACOS, BRAD
Source: PC World. Feb2015, Vol. 33 Issue 2, p8-14. 7p.
Document Type: Product Review
Subjects: OPERATING systems (Computers) -- Evaluation
MICROSOFT **Windows** (Operating system) -- Evaluation

When the HTML Full Text is available for an article you will have the option of translating the article into another language. Note that this is translation is done by a computer.

Choose Language ▾   Translate
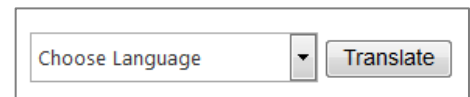
You also have the option to listen to the article. The Text-to-Speech is a computerized voice that will read the article or the portion of the article that you have selected to you. As it reads the corresponding word and/or sentence will be highlighted on the screen. Click on the gear icon to select what is highlighted. In this area you can also change the reading speed.
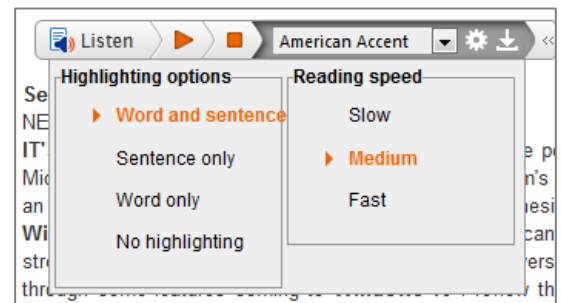
Don't have time to read or listen to the article right now? Click on the download icon to download the MP3 version of the article.

Listen ▶ ■ American Accent ▾ ⚙ ⬇ «

Highlighting options
▶ Word and sentence
Sentence only
Word only
No highlighting

Reading speed
Slow
▶ Medium
Fast

📱 The Translate and Text-to-Speech options are not available in the Mobile site.

Tools

Along the right side of the screen is a variety of Tools.

- 📁 **Add to folder** - Add the article to the session folder or your personal folder. (See the section on My EBSCOhost & Folders)

- 🖨 **Print** - Print the current article. If the Full Text of the article is available as HTML you will have the option to print "HTML Full Text (when available)". If the Full Text is only available as a PDF document you will need to view the PDF document and use the Print button that is located on the PDF viewer.

- ✉ **E-mail** - E-mail the article to yourself or multiple e-mail addresses. You will have the option to include the HTML Full Text and/or the PDF full text when available.

- **Save** - Save the article to a destination on your computer. If the Full Text of the article is available as HTML you will have the option to save the HTML Full Text. If the Full Text is only available as a PDF document you will need to view the PDF document and use the Download/Save button that is located on the PDF viewer. There will also be a Download PDF link located on the top toolbar.

- **Cite** - See multiple ways on how to cite the current article. If the citation is for schoolwork it is a good idea to double check and make sure the citation was done correctly.

- **Export** - Export the article to your bibliographic management software.

- **Create Note** - Save a note on the article to your folder. To view the note in your folder locate the name of the article and click on the title of the article. Click View Context to the see the article.

- **Permalink** - Copy a link that will take you back to the article. (See the section in this document about Permalinks.)

- **Share** - Share a link to the article on one of many social sites. You will need an account on the social site before you can share the link. Anyone who tries to view the article will be required to log on to EBSCO.

- **Listen** - This is the same as Text-to-speech option that was mentioned above.

- **Translate** - This is the same as translate option that was mentioned above.

The only Tool options available on the Mobile site are Add to Folder and E-mail.

My EBSCOhost & Folders

All of the databases that use the EBSCOhost interface allow users to store items in what EBSCO calls Folders. Information that is stored in these Folders is only there during a user's current session unless the user has their own My EBSCOhost account. When a user is logged on items that are saved to the Folders will remain until the user removes them.

To create a My EBSCOhost account click on the **Sign In** link that is located on the top toolbar. Click on the **Create a new Account** link and follow the directions.

It is important to note that there is a difference between creating an account from within the EXPLORA Public and Primary interfaces and creating an account from within any of the other databases. Both the EXPLORA Public and Primary interfaces are COPPA (Children's Online Privacy Protection Act) compliant. COPPA imposes restrictions on how websites collect information from children 13 and under. Because of this when a user creates an account from either of the EXPLORA interfaces they will NOT need to enter their last name or an email address. When a user creates an account from within any of the other databases they will need to enter a last name and email address. One advantage of creating an account that includes your email address is that it is easy to retrieve your user name and/or password if it is misplaced. If you do not have an email address on file you must know your user name in order to retrieve your password.

Users also have the option of sharing Folders with other users. This may be useful if a group of students are working on a report together. Information on how to share folders can be found in Help.

Folders can be accessed through the Mobile interface.

Permalinks

Permalinks or Persistent Links are links that will take a user directly to a specific article. Permalinks can also be used to rerun a search again. When a user tries to access a Permalink they may be required to enter a password. Depending on how you access the databases your patrons may be able to use the library's NebraskAccess password. The login screen will clearly tell users to enter their NebraskAccess password.
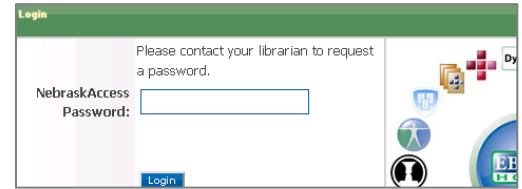
Permalinks to a specific article can usually be found in the Tool section of the page. Tools will be covered later in this document.

Permalinks to a specific search can be found on the search results screen under the Share option. It will look slightly different in some of the databases. The one exception to this is the Consumer Health Complete database. To access the Permalink click on the **Display link to search** link.
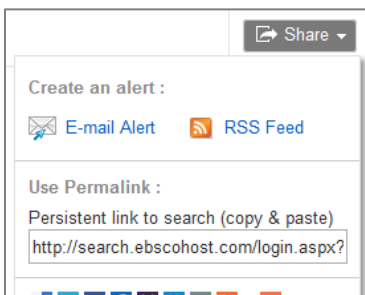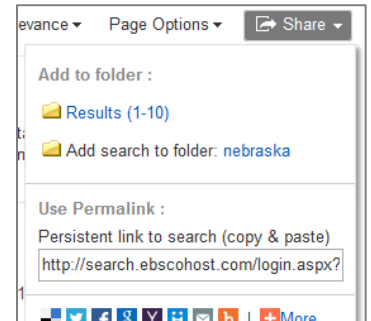
Permalinks can also be found in the Publications title lists. For example in MasterFILE click on the **Publications** link on top toolbar. In the Browse box enter *Consumer Reports* and click **Browse**. Click on the *Consumer Reports title*. Using the links along the right side of the screen you can browse specific issues of *Consumer Reports*. Click on **Share** to access the Permalink for this page. On this menu you can also set up an E-mail Alert for this title. Whenever a new issue of the magazine is added to the database the system will send you an email letting you know a new issue has been added.

Permalinks are not available on the Mobile sites. Users can access a Permalink on their Mobile device.

Basic Search Screen

The basic search screen is the first screen that you see when accessing the database. To perform a search enter one or more search terms in the search box and click the Search button or press enter on your keyboard. You can return to the basic search screen by clicking on the Basic Search link that appears below the search box(s). Later in this document we will cover applying limiters to refine your search results. One advantage of returning to the basic search screen is that it automatically clears all limiters that you have set.

Mobile users click on the home icon to return to the basic search screen.

Result Screen

Please note the layout and options on the search results screen may vary slightly depending on which database you are searching.
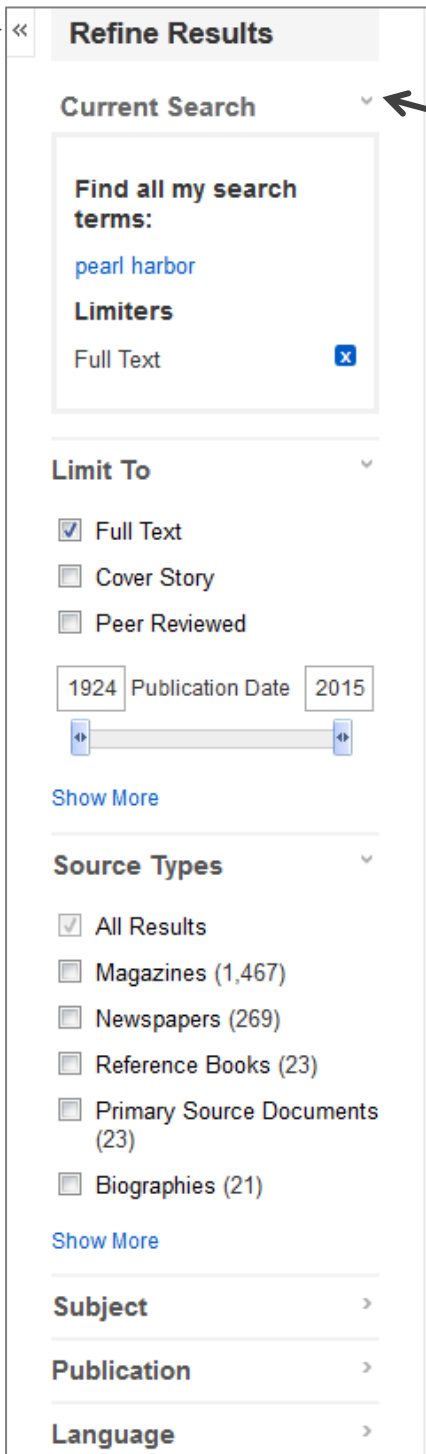
Search results are displayed in the middle section of the screen. By default results are usually sorted by relevance. Results can also be sorted other ways such as by date or source. Click on the **Relevance** link to change this setting. By

default 10 results will be displayed per page. Click on **Page Options** to increase or decrease this number. Additional options are also available.

📱 Mobile site users can access some of the Relevance and Page Options by clicking on the gear icon. Also on the results list it only tells when full text is avaible. It does not show the format of the full text.

Refine Results

The options located in the Refine Results section, located along the left side of the screen, can be used to limit the search results. The options available will vary by database.

Clicking on the double arrows will hide or show the Refine Results section.

Clicking on the small arrow will show or hide individual sections.

Current Search displays your search terms and any limiters that have been applied. Some of the limiters may be links even though they don't appear to be links. Clicking on one of them will perform a new search.

To remove a limiter click on the X next to it.

Limit To - The limiters available will vary by database. Checking/unchecking a limiter will add/remove it.

To limit by Publication Date move the sliders on either end of the bar. As you move the slider you will see the date change in the box.

Click Show More to see additional options.

Facets are located below the Limit To section and will vary by database. Examples of facets include: source type, subject, publication, language, and Lexile range. You may need to click the arrow to the right of the facet name to expand the section.

Checking any option in this area will limit your search results. The numbers in parentheses are the Hit Counts. This number shows how many results you will have after applying the limiter.

📱 Mobile users click on the Refine Results button to view the refine options that are available to you.

Refine Results

Current Search ⌄

Find all my search terms:

pearl harbor

Limiters

Full Text ☒

Limit To ⌄

☑ Full Text
☐ Cover Story
☐ Peer Reviewed

1924 | Publication Date | 2015

Show More

Source Types ⌄

☑ All Results
☐ Magazines (1,467)
☐ Newspapers (269)
☐ Reference Books (23)
☐ Primary Source Documents (23)
☐ Biographies (21)

Show More

Subject ›

Publication ›

Language ›

Associated Press Videos and Related Images

Associated Press (AP) Videos and Related Images are only available in the MasterFILE Complete and Primary Search databases and the Explora Public and Primary interfaces. 📱 They are not available in the Mobile site.

Related Images

The Related Images appear along the right side of the screen. In the Explora interfaces they may be minimized. You will need to click on the double arrows « located on the far right side of the screen to show the Related Images. Click on an image to view additional information or click the Find More link to see more images.
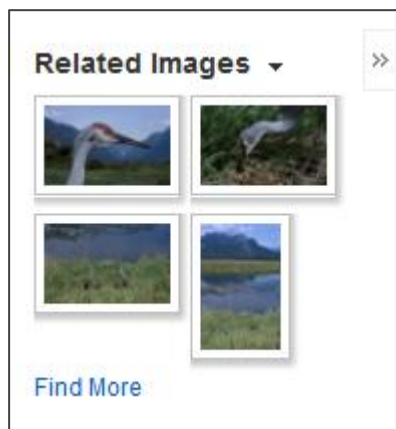
There are two images collections available in the EBSCOhost interface. One is called the Image Collection and the other is the Image Quick View Collection. The Image Collection is a database of licensed and public domain images. The Image Quick View Collection contains images along with charts or graphs that are taken from some of the magazines and journals that are included in the MasterFILE Complete and Primary Search databases.

To search just these image collections access either MasterFILE Complete or Primary Search. On the blue bar at the top of the screen is a link labeled **More**. Click on it and select **Images** to be taken to the search screen.
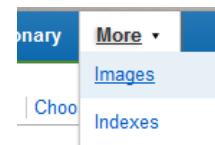
Associated Press Videos
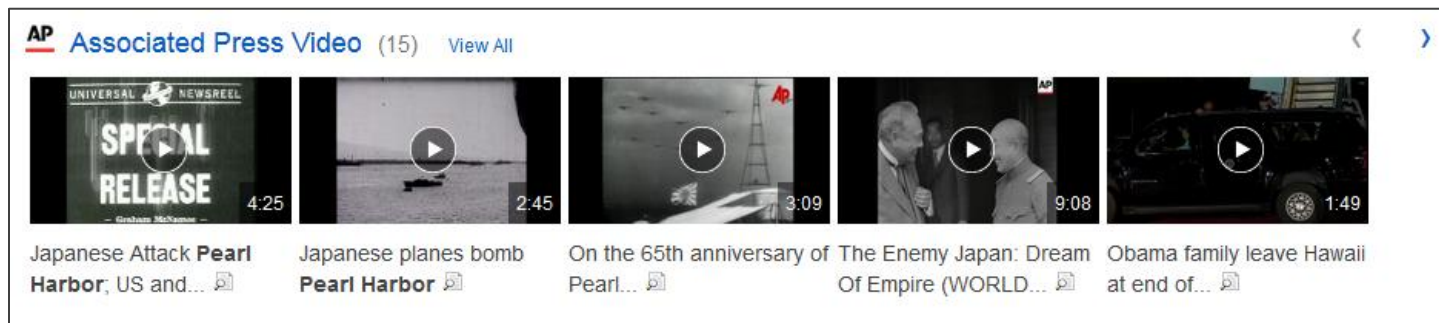
- The AP Video collection contains 60,000+ videos. The videos include primary source footage and editorially produced videos.
- The collection is updated regularly with approximately 300 new videos added each month.
- The videos are from 1930 through the present. The videos cover a variety of topics studied in schools and colleges. Users can find videos about current events, historical events, famous people — including political leaders, celebrities and athletes — as well as videos related to art, music, literature, science and technology. Note: EBSCO has made a point to remove any videos containing inappropriate content.
- If videos related to your search are available, a video carousel will be display between the second and third search results.
- You cannot link directly to an AP Video at this time.
- To use the AP Videos carousel and subsequent video pages, you need to use Chrome, FireFox, Safari, or Internet Explorer 10+.

Advanced Search Screen

📱 The Advanced Search Screen is not available on the Mobile Site.

The Advanced Search Screen provides multiple search boxes along with additional ways to expand and limit your search results. Many of these limiters can also be found on the search results screen.

Easily combine multiple search terms using the search boxes.

Need more search boxes? Click the plus sign.

Connect your search terms using the Boolean operators. A description of Boolean operators can be found in Help. Using AND will narrow your search returning fewer results. Using OR will broaden your search returning more results. Using Not will also narrow your search.

Next to the each of the search boxes is the Select a Field dropdown box. The fields listed in this dropdown will vary by database. To limit your search to a specific field select the field name from the box. There are many different times when this search option can be useful. For example if you want to search a specific magazine use the SO Journal Name option. You may use the TI title option if you have the title of an article.

Look in Help to learn more about these fields and additional fields that might be available. In Help scroll down the page until you reach the bottom of the left hand column. Most of the time you will see an area labeled Database Help followed by the name of the database. Click on the name of the database to learn more about that specific database and the searchable fields that are included in the database.
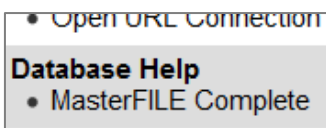
Click on the **?** to learn about the search modes.

Apply related words - Select this option to expand results to include true synonyms and plurals of your terms. Example: A search for Neoplasm with the Apply Related Words expander applied would also search for Tumor, Tumour, Tumors, Tumor's, Tumours, and Tumour's.

Search Modes and Expanders

Search modes ⑦
- ○ Boolean/Phrase
- ● Find all my search terms
- ○ Find any of my search terms
- ○ SmartText Searching   Hint

Apply related words
☐

Also search within the full text of the articles
☐

Limit your results

Applying limiters will narrow your search and return fewer results. Here are just a few of the limiters that may be available.

Full Text
☐
Limit results to articles with full text.

Peer Reviewed
☐
Limits search results to articles from peer-reviewed journals. Peer-reviewed journals are publications that include only those articles that have been reviewed and/or qualified by a selected panel of acknowledged experts in the field of study covered by the journal.

Cover Story
☐
Limit results to articles that were featured as cover stories.

PDF Full Text
☐
Limit your results to articles that have full text available in the PDF format.

Published Date

| Month ▾ | Year: ____ | – | Month ▾ | Year: ____ |

Limit your search to articles that had been published within a specified date range.

Number of Pages

| All ▾ | _____ |

- All
- equal to
- less than
- greater than

Enter a number in this field to limit results to a specific number of pages in length. You can also use a dash to enter a range of pages. For example, to find articles between five and ten pages long, enter 5-10.